

## Date

Tuesday, 14th, May,2024

3:00 pm - 3:40 pm

## Participants

- Xue Jiao
- Qiuling Liu
- Yun Dai
- · Chris Bennett
- · Yuanwei Wang
- · Jianzhi Gao

### **Goals**

· Review of current project status, discussion on technical details, decision-making on application features.

### Discussion topics

Item	Presenter	Notes
Duplication of Data Issues:	Our Team	Identified unnecessary duplication of data in the system, particularly regarding action columns linked to planner tasks.  The team decided to remove these redundant fields to streamline the interface.
Technical Details:	Our Team	Confirmed the use of APN numbers by schools, deciding to keep this feature as it is integral to the system's functionality.
Program and School Pages:	Our Team	<ul> <li>Discussed the detailed requirements for the Program and School pages, confirming the necessary information like program name, cost, duration, and booking status.</li> <li>Agreed to maintain current management strategies for the School page, ensuring essential details are captured effectively.</li> </ul>

# **Decisions**

### **√** Technology Stack Changes:

• The team agreed to transition the front-end technology from React to Vue and change the database from MongoDB to MySQL to better meet project requirements and enhance performance.

#### **5**′ User Story and Prototype Confirmation:

· Reviewed and confirmed user stories with updated acceptance criteria.

• The prototype was demonstrated to the client, showcasing updated actions and page jumps which were well-received

#### **Action Items**

- Remove Redundant Data Fields:
  - · Specific action columns and redundant data entries identified during the meeting are to be removed from the system.
- Update Technical Specifications:
  - Update project documentation to reflect the change in front-end and database technologies.
- · Prepare for Next Steps:
  - The team will prepare the next set of features for review, focusing on integrating the feedback received regarding the Program and School pages.

#### Follow-Up

- · Client Meeting Scheduled for Follow-up:
  - A follow-up meeting with the client is scheduled for April 18 to continue discussing the project's progress and any new requirements or adjustments.